

Part 1- Written Report 15%

Your project will consist of two sections. Part 1 will be a written report about your project and the second part will be the practical component- the database.

Part 1- Written report.

The following sections must be completed and presented in the form of a report relating back to your database.

1. Understanding the problem

The objective of this stage is to define the problem and decide whether a feasible solution exists. The problem must be understood in terms of the organization or why the database is being created.

These are the key questions to be answered:

- a) What are the problems with the existing system?
- b) How does the existing system work? An understanding of the operation of the existing system must be understood, that is, how it works, what it does, who uses it. This is the project planning table
- c) Write a problem statement stating what the problem is, the aims and objectives of the new system.
- d) How does the new system compare with the old system?

A statement needs to be produced addressing the following information. This statement is about the purpose/requirements of the new information system. It includes the aims and objectives of the new system and how it will help the organization. It is based on the information collected from the participants and must address their concerns.

2. Making Decisions

This stage involves making decisions using the data gathered. There may be constraints or factors that affect the system and prevent it from reaching its goal.

A feasibility study must be completed. This is a short report that analyses potential solutions and makes a recommendation.

- a) Overview of existing system- the benefits, costs and restraints.
- b) alternative solutions-what other solutions could be implemented to fix this problem
- c) recommendations – recommend course of action with justification, why have you selected the method you have. Why is it better than the others